Helena College Quality of Work Life Committee (QWL)
Meeting Minutes
February 12, 2019 / 2:00 p.m. / DON 202

Call to Order/Introductions
Chair, Mary Ann George called the meeting to order at 2:05 pm.

Attendance
The following persons were present: Mary Ann George (Chair), Monica Latham, Bridget Guerin, Kylie Parker, Mary Twardos, Christy Stergar, Cari Schwen, Rick Henry, Phillip Sawatzki, Melanie Heinitz

Review of Minutes
Members reviewed the notes from the December meeting. Minutes approved from December meeting.

Budget FY 20
a. QWL has about 1900 left for the spring luncheon.

Ongoing Business
a. Employee Satisfaction Survey Review and Recommendations
   i. Review feedback from stakeholders
   ii. Next stop, Dean’s Cabinet

b. Wellness Grant Applications
   i. Healthy Snacks – have started
   ii. Tai Chi in February/March/April
      1. Have a schedule but need to wait for money to pay instructor

New Business

   c. Spring Semester
      i. Gift for Glen
         1. Bridget proposed getting Glen a gift since he makes everyone else’s gift.
         2. We possibly can give Glen an honorarium award of $50 or merit pay
         3. Motion to move $50 to honorarium speaker line item for Glen’s recognition gift.
            Bridget motioned, Philip seconded. The motion passed.
         4. Mary Ann will submit a budget modification request
      ii. Social Event?
      iii. Service date
         1. Mary Ann will ask about having a service day on Helena College day
         2. Need to be thinking of what type of service we want to do, send ideas to Mary Ann
      iv. Luncheon
      v. Employee recognition stipend
vi. QWL was tasked with taking over the birthday cards. Mary Ann will take over them for the time.

**Ongoing Ideas for Consideration**

d. Movie / Potluck Social  
e. Social Event or Community Service Ideas  
   i. Pot Luck  
   ii. Field Day/ Outdoor Event  
   iii. Cooking Demo  
   iv. Wellness Grant Ideas

**General Discussion**

Mary Ann will be stepping down as chair next year.

**Adjournment**

Meeting adjourned at 2:42 pm.